

**Kingston, New Hampshire  
Board of Selectmen  
Special Meeting of March 19, 2020  
FINAL MINUTES**

A Special meeting of the Board was called to order at 1:00 PM in the Meeting Room at the Kingston Community Library.

**PRESENT:** Phillip Coombs, Chairman; Donald Briggs, Jr., Vice Chairman; Richard Wilson and Electra Alessio, Selectmen  
(Chairman Coombs and Selectman Wilson participated via Zoom meeting.)

The purpose of this meeting was to follow up on information regarding changes to public meeting rules due to the COVID-19 outbreak.

Chairman Coombs and Selectman Wilson were informed on what was learned during a teleconference regarding RSA 91-A hosted by State legal personnel with participation by members of the New Hampshire Municipal Association. In a question and answer period, it was noted that the Right to Know law mandates that the public must have access to listen to meetings and know what is discussed, but that the ability to speak is not mandatory.

The Selectmen discussed ways to ensure the public has access and yet limit the number of people coming out to the Town Hall in order to minimize chances of spreading the Coronavirus. The free version of Zoom meeting software has been tried and will be used at future meetings so that only one member of the Board needs to be present; all others may participate remotely. Allowing the public to sign in to the meetings in order to listen was discussed; up to 100 people can join a meeting. These meetings are also going to be broadcast for the public as usual.

Selectman Coombs said he thought that for the time being the Board could meet as usual, just spaced apart as on March 16. Members of the public would be encouraged to listen from home, not come to the Town Hall. The change is that if a quorum can't be met, some of the board can join remotely.

There was a discussion of whether or not to upgrade the Zoom software so that meetings are not limited to 40 minutes. The cost will be about \$15.00 per month.

**MOTION:** by Selectman Briggs, to authorize upgrading the Zoom software to be used to the level where meetings may be of unlimited time, at a cost of up to \$15.00 per month.

**SECOND:** by Selectman Wilson

**In favor (voice vote): Briggs, Wilson, Coombs, Alessio**

Selectman Alessio then asked for a discussion of the land use boards. Given that they are independent boards the Selectmen chose to recommend (not order) that all meetings set for April be postponed. Selectman Wilson will notify Planning and Heritage of this decision. It was also decided to let Recreation Director Paul Butler know that the

Easter party will need to be cancelled. The Selectmen will meet every other week as planned, but public will be encouraged to listen from home and not attend in person. Anyone wishing to meet with the Selectmen will be scheduled in person only if absolutely necessary. At the next meeting, March 30, Selectman Briggs will come early, at 6:30, to work with Adam Faulconer to be sure the Zoom application will work and that the video and audio are okay.

There was then a discussion of the need to open an Emergency Operations Center so that it is in place if needed. Fire Chief Pellerin was present and said the fire station is already staffed for emergencies and can cover this unless and until there is an uptick in need.

The Selectmen agreed to attend the Emergency Management teleconferences at noon every Monday Wednesday and Friday, and reserve time immediately afterward to discuss anything that may need to be addressed from what is heard.

**The meeting was adjourned at 1:25 PM.**

Respectfully submitted,  
Susan Ayer  
Administrative Assistant